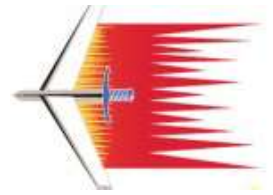




**North Carolina Air National Guard
Active Guard/Reserve (AGR)
Vacancy**



Announcement 2022-23

Open: 1 MAR 22 Closes: 30 MAR 22

POSITION TITLE	AFSC/MOS	GRADE	POSITION NUMBER
EVALUATOR LOADMASTER	Q1A291	E7-E8	0107170734

ADVERTISE: On Board AGR Only

SECURITY CLEARANCE: Top Secret

UNIT/DUTY LOCATION: 145th Operations Group

4930 Minuteman Way, Charlotte NC 28208

SUPERVISOR/POC	EMAIL	COMMERCIAL NUMBER	DSN NUMBER
LT COL ROBERT ANDREWS	robert.andrews.26@us.af.mil	704-398-4953	231-4953

DUTIES AND RESPONSIBILITIES

(1) Develops, evaluates and ensures standardization of MDS loadmaster operational procedures. Through a series of planned and unplanned "No-Notice" evaluations, provides group and squadron commanders with a tool to validate the mission readiness of all assigned and/or attached loadmasters. Develops and implements metrics to assess unit effectiveness and ensures compliance with appropriate operational, training, and administrative directives. Evaluates and revises operational directives, procedures and techniques as required. Identifies trends and recommends changes to standardization/evaluation programs, processes and directives. Provides commanders with certified mission ready operational loadmasters. Ensures that the unit is continually evaluated in order to validate unit standards are in accordance with higher headquarter (HHQ) directives. Provides a mastery knowledge of all procedures and processes associated with the employment of MDS for processes that include:

(a) Preflight inspection (interior & exterior) of aircraft, to include engines, fuselage, and control surfaces for mechanical and structural soundness. Functionally checks all aircraft systems, flight instruments, and onboard computers. Advises maintenance personnel of any items requiring corrective action or affecting safety of flight.

(b) Reviews aircraft maintenance documentation and ensures aircraft maintenance status complies with the command operating restrictions and the applicable flight manual. Coordinates with aircraft maintenance personnel to ensure availability of aircraft. Determines takeoff, in-flight, and landing data, based on terrain, runways, weather conditions, and aircraft weight/configuration. Assists the pilot with engine starting and ground operations when mission dictates. Advising pilot on engine performance, monitors departure procedures, routing, and altitude clearances. Reads maps and advises pilots of navigation turn points, obstacles, terrain hazards, threats and other aircraft. During low-level routes provides pilots with sight navigation information. Fuels and defuels aircraft.

(c) During all aircraft operations, monitors engine and aircraft system performance, analyzes instrument readings, and identifies abnormal indications or system malfunctions. Observes warning indicators and lights for fire, overheating, depressurization, or other malfunctions; advises the aircraft commander, and initiates corrective or emergency actions. Operates and regulates environmental, hydraulic, fuel, electrical, pressurization, radar, and other systems as required by the applicable flight manual. Operates built-in test and trouble shooting systems. Observes power settings, airspeed, and altitude and cruise performance. Records fuel consumption, range and in-flight performance data. Monitors the operation of engines and other aircraft systems to include; fuel (inflight duties include cross feed operation, balancing of fuel and fuel dumping if required), hydraulic, electrical and environmental systems. Monitors radio communications from Air Traffic Control, Command Post, and other controlling agencies. Assists the pilot with radio calls when required. Assists pilot with inflight emergencies. Observes and analyzes Advisories, Cautions and Warning System (ACAWS) and recommends appropriate actions. Reports abnormal conditions or malfunctions to the aircraft commander. Performs all flap and landing gear emergency procedures, as required. Completes post flight check of the aircraft and coordinates with maintenance all discrepancies requiring corrective action.

(d) Prior to flight, accomplishes preflight checks, inspection, acceptance, and operation of all aircraft loading equipment, and systems. Ensures the aircraft interior is properly configured to meet specific mission objectives and is in compliance with FAA, Air Force, DOD, NATO and UN regulations, command operating restrictions, and flight manual directives. Plans, prepares, and inspects complex loads which may include but are not limited to the transportation of personnel, hazardous material, explosives, poisons, radioactive cargo, security cargo, and registered mail. Represents the aircraft commander as the approving authority for determining if prepared loads meet safety requirements and do not exceed aircraft ground, structural, or flight limitation. Supervises load placement, cargo inspection and acceptance, load distribution, and restraint requirements. Briefs the aircraft commander on cargo type, hazard class, net explosive weight and any special handling requirements or flight plan annotation requirements.

(e) Develops and certifies cargo load plans considering quantity, weight, configuration, floor capacity, compartment restrictions and proper location within the aircraft to achieve the optimum center of gravity. Provides instruction on gaseous venting requirements and monitors pressure and vent valves during flight to prevent a hazardous condition from developing. Determines location and placement of hazardous materials considering passenger safety and en-route offload/onload requirements. Supervises and directs floor/palletized loading, cargo restrictions, Air Terminal Operations Center (ATOC) procedures and coordination, passenger handling considerations, and customs, immigrations and agricultural clearances. In addition to normal preflight duties, provides instruction on recovery and reconstitution procedures for SIOP and diverted missions that may not carry maintenance specialists. These duties include servicing, fuel, oil, hydraulics, oxygen, and operation of auxiliary power units (APU).

- (f) Ascertains fuel, passenger and cargo weights. Computes weight and balance to determine proper weight distribution and provides timely and correct takeoff and landing data. With consideration for aisle space and access to emergency exits, ensures all cargo is loaded and secured with proper restraint and devices in compliance with appropriate technical orders. Accomplishes or instructs students on proper documentation, manifesting, loading and securing hazardous cargo. Accounts for cargo being transported. Ensures proper identification including weight and destination. Preflights and inspects cargo/passenger carrying systems, condition of cargo roller handling system, shoring for floor protection, seating and life support equipment. Inspects and inventories life support equipment and is the final subject matter expert when determining its need and use during flight. Frequently uses Night Vision Goggles (NVG) while performing aircrew duties.(g) Briefs passengers on flight itinerary, use of emergency equipment, emergency exits, and procedures for egress, oxygen use, life preservers, electronic devices and movement about the aircraft before, during and after flight. Acts as the single passenger manager in the event of ground or flight emergency. Controls passenger movement throughout the entire mission. Responsible for the safe and orderly evacuation of passengers in an aircraft emergency, and making life or death decisions on which route and exit to use. Supervises and administers life saving measures in the event of an airborne emergency. Serves as the aircrew expert for U.S. and foreign customs, agriculture and immigration. Maintains the knowledge and skill necessary to detect and prevent possible hijack and terrorist activity.
- (2) Evaluates compliance with gaining major command standards and directives. Reviews and analyzes trend analysis reports to identify areas and events in need of improvement or corrective action. Conducts SAVs to functional and operational areas within the group, assigned squadrons, and upon request, at other units.
- (3) Prepares implementing directives and instructions for unit standardization/evaluation to further the unit’s mission accomplishment. Interprets regulations and provides advice, assistance and policy guidance to the unit on implementation of HHQ directives accordingly. Establishes and maintains a self-inspection program for standardization and evaluation functions.
- (4) Provides nomination of loadmaster evaluators to the Commander, and once approved, supervises their training which may cross squadron and division lines. Insures a level of knowledge where the incumbent can administer “over the shoulder” Stan/Eval examiner evaluations to ensure objectivity and compliance with established programs. Administers instructor evaluations regardless of unit, division or position. This involves exercising a mastery level knowledge of all MDS loadmaster functional areas and the intricate processes required to accomplish the mission. Supervision and leadership of assigned examiners is required when working with in this unique capacity. Monitors work of assigned evaluators reviewing written reports for content and accuracy. Sets Stan/Eval policy and provides guidance to ensure Air Force, gaining command, ANG, and unit directives are properly implemented. Establishes evaluator certifications and recurring training policies based on HHQ directives and maintains the evaluator training program. Schedules and conducts evaluations and inspections for all loadmaster functions. Reviews and maintains performance and knowledge tests for the unit.
- (5) Provides the Group Commander a trend analysis/status report for all assigned loadmasters. Reviews training progress reports to determine status and attainment of required proficiency level of operational personnel preparing for evaluation and certification. Keeps the commander advised at all times of problem areas and, if applicable, corrective actions to be taken. Acts as an adviser to group and squadron training functional managers relating to the achievement of established training objectives.
- (6) Designs, administers and evaluates positional certification exercises to ensure mission readiness of operational personnel through realistic scenarios that address critical operational requirements. Determines need for specific training requirements through analysis and measurement of trends and updated mission requirements. Requirements include highly technical training demands, sensitive and rapidly changing technology, and operational taskings of a time-sensitive nature.(7) Ensures that personnel initial and recurring evaluation requirements are met in order to maintain operational readiness.

SPECIALTY QUALIFICATIONS

MIN/MAX RANK: E7/E8
MUST BE QUALIFIED Q1A291

SPECIAL CONSIDERATIONS

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANG 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilizations, and assignment of current on-board AGR members.
2. Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program.
3. Initial tours may not exceed 3 years. AGR tours may not extend beyond an enlisted member's ETS or an Officer's MSD.
4. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
5. Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour.
6. An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position.
7. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade in accordance with ANGI 36-2503, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.
8. Applicant must be able to complete 20 years of active federal service prior to MSD for officers and age 60 for enlisted members.
9. If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee.
10. Must have adjudicated Security Clearance before starting tour.
11. Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities

APPLICATION PROCEDURES

Hard copy applications will NOT be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated with original signature. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Applicants may include copies of training certificates, letter of recommendations, resume or any documentation that may be applicable to the position they are applying for. Per ANGI 36-101, the application package must include at a minimum, the signed NGB 34-1, current Report of Individual Person (RIP), and current Report of Individual Fitness. Items 1-3 are required by the Human Resource Office to determine initial qualifications. Incomplete packages will NOT be considered for the position vacancy. Please submit application in the order listed below.

1. NGB Form 34-1 Application Form for Active Guard/Reserve (AGR) Version dated Nov 2013 (Completed and Signed)
2. CURRENT full Records Review RIP available on vMPF (<http://www.afpc.randolph.af.mil/vs>) (Must be a full RIP)
3. ARCNet Readiness print out. (which will includes IMR, Security Clearance, etc.)
4. EPR(s) / OPR(s) (If available)
5. Fitness report from myFitness
6. Letter of Recommendation, Cover Letter, Resume and any other attachments are permitted but are not mandatory.

EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into ONE single PDF (adobe portfolio is not recommended) (consider printing signed documents to PDF prior to combining files) PDF File Name should be: Announcement Number, Last name, First name, Grade

Email ENCRYPTPTED Application Package to 145FSS.HRO.Actions@us.af.mil.

THE NORTH CAROLINA AIR NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.